



DATE: \_\_\_\_\_

PERMIT NO. \_\_\_\_\_

**APPLICATION FOR UTILITY INSTALLATION OR RESTORATION WITHIN  
RIGHTS-OF-WAYS PERMIT  
CITY OF BELLA VISTA**

THIS APPLICATION FOR SUCH PERMIT IS SUBMITTED TO THE CITY OF BELLA VISTA ARKANSAS, A MUNICIPALITY, UNDER THE LAWS OF THE STATE OF ARKANSAS.

THE INTENT BY VIRTUE OF CITY ORDINANCE NO. 2013-04, AS ADOPTED ON FEBRUARY 25, 2013, BY CITY COUNCIL FOR THE BENEFIT OF THE CITY OF BELLA VISTA, IS THAT ALL UTILITY INSTALLATIONS SHALL BE JACKED OR BORED UNDER ALL PAVED ROAD SURFACES, BUT NOT EXCLUDING SIDEWALKS, CURB AND GUTTER AND IN SOME CASES OTHER SURFACES. OPEN STREET CUT APPROVALS SHALL NOT BE WITHHELD UNREASONABLY PROVIDING PROPER JUSTIFICATION IS PROVIDED BY THE PERMITTEE.

**PART I – TO BE COMPLETED BY THE UTILITY OWNER**

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

**REQUEST TYPE FOR INSTALLATION OR RESTORATION OF FACILITIES:**

\_\_\_\_ Jacked or Bored Street Crossing or Other \_\_\_\_\_

\_\_\_\_ Parallel Lines (Buried) (2) Feet Wide or Less \*\*\*\*\*Length \_\_\_\_\_

\_\_\_\_ Parallel Lines (Buried) Greater Than (2) Feet \*\*\*\*\*Length \_\_\_\_\_

\_\_\_\_ Parallel Lines (Plowed in Place) \*\*\*\*\*Length \_\_\_\_\_

\_\_\_\_ Open Street Cut \*\*\*\*\*Width \_\_\_\_\_ Length \_\_\_\_\_

**LOCATION OF PROPOSED INSTALLATION OR RESTORATION OF FACILITIES**

Nearest Street Address\_\_\_\_\_

\_\_\_\_\_

If Parallel, Nearest Beginning and Ending Address\_\_\_\_\_

\_\_\_\_\_

The location of the proposed facilities shall be shown in more detail with a map or drawing as an attachment to this application.

**OPEN CUT APPROVAL**

Open cut approvals may only be approved by the Bella Vista Street Superintendent, Bella Vista Street Foreman or the Bella Vista Street Inspector. If requesting an open street cut, the Permittee shall supply the supporting documentation and justification per the City of Bella Vista Street and Right-of-Way Excavation Manual.

Open street cut approved by:\_\_\_\_\_

Open street cut rejected by:\_\_\_\_\_

**CONTACT INFORMATION**

Bella Vista Street Department: 250 Pinion Drive, Bella Vista AR, 72714

Phone- 479-876-1204: Fax-479-876-1205.

Mike Button, Street Superintendent- [mbutton@bellavistacityar.com](mailto:mbutton@bellavistacityar.com)

Karen Hunt, Administrative Assistant- [khunt@bellavistacityar.com](mailto:khunt@bellavistacityar.com)

Frank Roughton, Street Foreman- [froughton@bellavistacityar.com](mailto:froughton@bellavistacityar.com)

Gerald Abbett, Street Inspector- Cell-479-531-2451

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**PART II: TO BE COMPLETED BY CITY OF BELLA VISTA**

AMOUNT OF PERMIT:\_\_\_\_\_

RECEIVED:\_\_\_\_\_

AMOUNT OF REQUIRED BOND:\_\_\_\_\_

RECEIVED:\_\_\_\_\_



## **SUMMARY SHEET FOR APPLICATION FOR UTILITY INSTALLATION OR RESTORATION WITHIN RIGHTS-OF-WAYS PERMIT**

The City of Bella Vista would like to make the permitting process as convenient as possible for all individuals and contractors involved. The Permit Application is available on our website at [www.cityofbellavista.com](http://www.cityofbellavista.com) or you may request a form by fax by contacting 479-876-1204.

The Permit Application must be completely filled out and signed by an authorized company representative. The completed application may be submitted for consideration by fax to 479-876-1205 or emailed to the contacts listed at the bottom of this page. When emailing the Permit Application, please address multiple recipients listed below as a guarantee the City of Bella Vista Street Department has received your application.

For bores or parallel lines in the Right of Way, the permitting process may be completed entirely by fax or email if all information is supplied on the signed application, a map/sketch/drawing is provided with the proposed locations and the fees/bond requirements have been met.

**\*\*Please mark bore locations in PINK marking paint with a dot on the edge of the roadway on each side indicating the exact location of the bore.**

Open Street Cut requests will require additional information. Permit Applications will be reviewed and approved/rejected on a case by case basis depending on the individual circumstances. If a permit is issued for an Open Street Cut, necessary street repairs will be based on the Street Classification in the Bella Vista Master Street Plan. Detailed specifications for repairs are available for your reference.

For detailed information please refer to the City of Bella Vista Street and Right of Way Excavation Permit Manual available online at [www.cityofbellavista.com](http://www.cityofbellavista.com)

### **CONTACT INFORMATION**

Bella Vista Street Department: 250 Pinion Drive, Bella Vista AR, 72714

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Mike Button, Street Superintendent- [mbutton@bellavistacityar.com](mailto:mbutton@bellavistacityar.com)

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